

**MONTANA SHARED CATALOG**  
**Executive Committee Meeting**  
**Thursday, October 2, 2008**  
**Missoula**

**MEMBERS PRESENT:**     **Beth Chestnut, Kim Crowley, Roberta Gebhardt, Claire Morton, Ann Rutherford, Marilyn Trosper**

**MEMBERS ABSENT:**     **Joanne Erdall, Dawn Kingstad**

**MSC STAFF PRESENT:**   **Ken Adams, Bob Cooper, Sarah McHugh**

Due to today's absence of Dawn Kingstad, the meeting was chaired by Roberta Gebhardt. The meeting convened at 1:10 p.m.

**MINUTES:** The minutes of the September 8, 2008 conference call were approved as written.

**MSC MEETING AGENDA:** The agenda for tomorrow's Fall Membership Meeting was reviewed with confirmation of the following assignments:

- Welcome, Meeting Chair, Introduction of Executive Committee (*Roberta Gebhardt*)
- Housekeeping details (*Claire Morton*)
- Appointment of meeting secretary (*Kim Crowley if no one volunteers*)
- Roll Call (*Roberta Gebhardt*)
- Vote on Spring 2008 minutes (*Roberta Gebhardt*)
- Introduction of New Libraries (*Ken Adams*)
- MSC Operations & FY2009 Budget Update (*Ken Adams*)
- MSC Staffing & FY2010 Budget Preview (*Ken Adams*)
- Statewide Projects (*Sarah McHugh*)
- Symphony Update (*Ken Adams ~ there will be no demo*)
- Information Access Montana legislation (*Bob Cooper*)
- SirsiDynix Super Conference (*Roberta Gebhardt*)
- Birds of a Feather (*Representatives from Executive Committee*)
- Public comments (*Roberta Gebhardt: time for questions or membership can express joys & concerns*)

The point was made that handouts are important for the membership instead of having to rely only on the screen for the meeting's information in a power point presentation. Ken said everything is available at the MSC website.

The attendance count for tomorrow's meeting is lower than previous years and there is some concern. Even though the signed contract requires attendance, there is no penalty for noncompliance. Beth Chestnut said some schools aren't coming because they can't get away. The Committee discussed how membership meetings can be made a little more inviting or entertaining so that members will attend regularly. It was noted that the spring meeting focuses primarily on the next year's budget and cost is the central point for the membership ~ these meetings are generally better attended. The fall meetings, which seem to be lower in attendance, need to be more than just a business meeting. Perhaps other topics of interest to the members could be implemented on a regular basis. The following points were suggested:

- Focus on learning about new products that the membership may want to explore or purchase
- Schedule demonstrations from Sirsi and/or other statewide projects (OverDrive, Montana Memory Project, HeritageQuest, OCLC, BCR, etc.
- Keep things educational in order to present options without causing concern
- Include CE credits for other topics and/or demonstrations
- Invite Kris from the State Library to explain how the State Library is handling MSC monies
- Ask the membership what they would like ~ include door prizes?

**STAFFING UPDATE:** Ken said he did not have copies for today's meeting pertaining to the comments he will share with the membership tomorrow. He said that it is no surprise we need at least a part-time staff person. There is simply no time to sell the catalog and, because of the situation, the training aspect is lost and so is catalog cleanup. An additional part-time staff person would free up some of Jemma's time to do more training or the new person could do some training or catalog cleanup. Ken sees this as needing to be taken care of in the very near future. The immediate solution is to take existing monies to hire a part-time person ~ this will cover the problem for a year or so. Looking forward down the road, particularly with the possibility of repurposing ILL monies and more libraries wanting to join, the amount of work necessary to get new libraries up and running is mind-boggling. Having just been through the process with the Lincoln County Libraries, the MSC needs additional staff preferably full time. The forecast for the FY2011 budget means former ILL money may be available that could be spent on staff OR we need to adjust member costs by adding more libraries, thus reducing costs for everyone.

A side aspect of this issue is the vendor cost. Ken said Sirsi will not give us a pricing model ~ it is a company secret that changes frequently so they don't want anyone to know about it. He shared previously that public libraries will be figured with circulation counts and school/academic/special libraries will be figured with title counts. What he can't find out is how much each circ or title will cost but we can pretty much count on a 4-6% annual increase. Ken was able to get estimates recently for new libraries small, medium, and large. Sarah McHugh said we need something in writing from Sirsi. The original contract from 2000 had an addendum about how we add new libraries. However, since 2003 there is only an e-mail paper trail. Ken said somewhere along the line when the West Yellowstone schools joined things changed so now it is a quote and not based on any agreement. Beth Chestnut asked how we should approach Sirsi to get them to clarify the facts. Because the new management philosophy is different, Bob Cooper said it would be best to approach them with a good faith business practice while reminding them of their level of commitment to Montana. Ann Rutherford said it looks like Sirsi made tremendous changes without notification so she wonders why we are not going for an RFI. Bob responded that we're not currently getting a clear picture from Sirsi but we're eventually going to get a clear price. We have to get some track record from them and when the cost begins to affect the membership adversely that's when we start looking for another vendor. Another factor is the cost formula and that's what is most important to the membership. Sarah said a starting place would be to talk with Rick Branham because he is still with the company and worked in-depth with the Montana consortium.

**STATUS OF DEQ:** Ken reported that state agency budgets are in a world of hurt so it looks like the Department of Environmental Quality is pulling out of the catalog. They understand about the extraction costs and that joining is cheaper than leaving. Ann is concerned about losing the records and access to the information so she hopes there is a way to save the records. Claire Morton asked Bob if it was appropriate for the Executive Committee to develop a plan for helping libraries. Bob responded that Darlene Staffeldt communicated with the director of the DEQ and was told that their membership in the catalog is a continual drain on their budget ~ it is never just about the money and there other issues involved. Bob said that Ann's suggestion has some value in that these records are unique and important. Perhaps the State Library could have a discussion with the DEQ to retain access to the data as a sub-collection but house it at DEQ. Sarah said this is a good example of two areas that are always tenuous ~ schools and agencies. A lot of agencies don't grasp the concept that these collections are unique and that they have value beyond their own scope.

**ELECTRONIC RECORDS:** Sarah stated that she has thought long and hard about the issue of electronic records in the catalog and has had various viewpoints over time regarding the subject. This stuff is no longer on the sidelines but the situation is complicated because of the different aspects of these types of records. Right now NetLibrary records are excluded ~ with these you have to follow some route to get out to where the content even exists. In terms of the system, there is some administrative effort involved if libraries want the records loaded for their library as well as some monthly and yearly extractions so the holdings don't appear on OCLC. Other records should be included on OCLC like the My Memory Project. The MontanaLibrary2Go project is going to have a growing number of these records. This isn't going to go away but only get bigger so maybe it is time to grasp the future and have it come under the local costs within the cost formula. She feels these should not be counted in the spring count so that the members know in advance and it gives the Executive Committee some time to explore what other consortiums are doing. Perhaps these records could also have breaks built into the formula. The Executive Committee needs to present recommendations to the membership regarding electronic records since it will affect the cost formula. Sarah also thinks this should not be implemented until the FY2011 budget.

**ELECTION OF OFFICERS:** Dawn Kingstad previously forwarded everyone her recommendations regarding new officers for the Executive Committee. After brief discussion, Kim Crowley nominated Claire Morton, Chair and Roberta Gebhardt Vice-Chair. Ken brought up that these candidates are not directors and that it had been an issue in the past. Everyone agreed that as long as they had their supervisor's approval to serve on the Committee it was okay. **Motion carried unanimously.**

**OTHER BUSINESS:** Bob Cooper asked if the Committee had any recommendations regarding tomorrow's discussion of the Information Montana Access legislation. It is important to tackle the proposed enabling legislation first. The Committee feels that there may be varying viewpoints among the membership but that clarifying misinformation is of primary importance. Bob needs to be very clear about what the issue really is at this point.

The meeting adjourned at 3:30 p.m.

Respectfully submitted,

Marilyn Trospen  
Executive Committee Vice-Chair